

Clermont County Local Emergency Planning Committee
Meeting Minutes
September 6, 2012 9:30 – 11:30 am

Members Present: Bonna Bauer, Karen Blades, Pam Broughton, Connie Dall, David Doyle, Rick Ginn, Carla Goodspeed, Ed Humphrey, Eugene Langschwager, Brooke Matzen, Thomas Patt, Robert Perry and Warren Walker.

Guests: Laurie Schlueter, Keven Clouse and Dale Farmer.

	Topic	Discussion	Action Items
1	Call to Order	The meeting began at 9:35 a.m. with the Pledge of Allegiance.	
2	Approval of the Minutes	A motion was made by Rob Perry and seconded by Ed Humphrey. <i>The LEPC adopts the July 12, 2012 Minutes.</i> The motion passed.	<ul style="list-style-type: none"> ○ EMA will post the approved minutes on the web page.
	Administration and Budget		
3	Budget Review	<ul style="list-style-type: none"> • Laurie Schlueter provided an overview on the LEPC funding. A budget modification was completed to cover an increase in personnel time spent working on LEPC activities and exercise support services. 	
4	Hazardous Material Emergency Preparedness (HMEP) Grant	<ul style="list-style-type: none"> • The 19th Year HMEP Grant concludes September 30, 2012; Most of the funds will have been expended. • 20th Year HMEP Grant is slated to begin on October 1, 2012. The application has not been released. Once released, EMA will complete the application and submit for Board of County Commissioners' approval. The LEPC discussed the projects that will be included in the application including funds for planning, training, and exercise support. Specific training courses will need to be identified for the application. Blue Card and IMAT training courses were discussed. The LEPC directed EMA to contact the first responder agencies for direction on their training needs. <p>A motion was made by Ed Humphrey and seconded by Gene Langschwager. <i>EMA will write the application using the projects identified in the Budget with input from Fire Chiefs' Alliance on the training needs. The recommended training courses will be reviewed by Pam Broughton, Director of EMA, and if qualify will be added to the application.</i> The motion passed.</p>	<ul style="list-style-type: none"> ○ EMA will prepare and submit the HMEP application to the Board of Commissioners and Ohio EMA. ○ EMA will reach out to the Fire Chiefs' Alliance to identify HazMat related training needs.
5	FY13 SERC Grant	<ul style="list-style-type: none"> • The FY13 SERC Grant funds have not been received. The award will be 	

	(Emergency Planning and Community Right-to-Know Grant) Application	approximately \$6,000.00 less than the FY12 SERC Grant award.	
	Ongoing Business		
6	Tier II Reports	<ul style="list-style-type: none"> 80 facilities have reported: 22 Extremely Hazardous Substances (EHS) Facilities, 54 Hazardous Substances (HS), and 4 facilities have both EHS and HS. 	
7	Spill Reports	<ul style="list-style-type: none"> There was one spill reported since the last meeting (a traffic accident resulted in a fuel spill.) Dale Farmer, Ohio EPA, responded to a radioactive hazmat call on August 29, 2012. A company discovered three drums marked radioactive in their basement and called OEPA for assistance. Ohio EPA responded and tests revealed small quantity of beta radiation present. Ohio Department of Health responded to assist with the removal of the material. Another spill occurred at the Old Ford Plant. Freon was released and two workers were overcome. GCHMU responded to assess the presence of gas and found low levels of oxygen. 	
8	HazMat Plan	<p>A motion was made by Ed Humphrey and seconded by Tom Patt.</p> <p><i>The LEPC adopts the 2012 HazMat Plan, with the changes listed in the "Record of Changes, page ESF 10 10-4."</i></p> <p>The motion passed.</p>	<ul style="list-style-type: none"> EMA will incorporate adopted changes into the <i>2012 Hazmat Plan</i> and submit it to the SERC before October 17, 2012.
9	2012 Tabletop Exercise	<ul style="list-style-type: none"> A copy of the <i>Tabletop Exercise After Action Report</i> is available, please ask EMA for a copy or CD. The SERC granted concurrence for our tabletop exercise at their August Meeting. 	<ul style="list-style-type: none"> EMA will provide copies of the <i>After Action Report</i> as requested.
10	2013 Full Scale Exercise	<ul style="list-style-type: none"> EMA has contacted multiple Exercise Vendors for quotes on the Full-Scale Exercise. Of all the vendor responses, Tetra Tech's quote met the 	<ul style="list-style-type: none"> EMA will contract with Tetra Tech for Exercise Support Services

		<p>requirements and was within budget.</p> <p>A motion was made by Ed Humphrey and seconded by David Doyle.</p> <p><i>The LEPC approves contracting Tetra Tech for the full scale exercise support.</i></p> <p>The motion passed.</p> <ul style="list-style-type: none"> • Miami Township will host the exercise. • A fire representative needs to be identified for the exercise planning committee. • Eight objectives will be tested in this exercise. We will be testing Personal Protective Actions in this exercise. All other objectives have been tested in previous exercises. The remaining 7 objectives will be selected by the Exercise Planning Committee. • The exercise will take place in May or early June. 	<ul style="list-style-type: none"> ○ Recruit a fire representative for the exercise planning committee. ○ Reconvene the Exercise Planning Committee.
11	SERC Response to Pipelines	<ul style="list-style-type: none"> • After legal review, the SERC has determined pipelines are neither a facility nor transporter and cannot be used as the incident for a LEPC sponsored exercises. 	
	New Business		
12	2013 LEPC Meeting Schedule	<p>A motion was made by Bonna Bauer and seconded by Tom Patt.</p> <p>The LEPC will meet on the third Thursday of the month at 1:30 p.m. on the following dates:</p> <ul style="list-style-type: none"> ▪ January 17, 2013; ▪ April 18, 2013; ▪ July 18, 2013; ▪ September 19, 2013; <p>and with the understanding additional meetings may be scheduled if needed.</p> <p>The motion passed.</p>	<ul style="list-style-type: none"> ○ EMA will send out meeting appointments to LEPC. ○ EMA will Post meeting schedule on the EMA webpage.
13	Membership Applications for 2013-2015	<ul style="list-style-type: none"> • The LEPC needs update the membership information for the 2013 – 2015. The next LEPC membership term begins August 15, 2013. Applications for both SERC appointment and Board of Commissioners will be distributed at the next meeting. 	<ul style="list-style-type: none"> ○ LEPC members are to return completed applications to EMA, who will send them to the BCC and then SERC. ○ If necessary, the LEPC will recruit

		<ul style="list-style-type: none"> The LEPC Charter revisions will be presented at the next meeting for review and once approved will be processed concurrently with the Membership Appointment Applications. 	individuals for consideration as new members.
14	SERC/LEPC Conference	<ul style="list-style-type: none"> Pam Broughton attended the LEPC Conference and reported The Department of Transportation's presentation on pipeline safety mapping resources was very informative. 	
	Other Business		
15	Regional LEPC	<ul style="list-style-type: none"> The Regional LEPC will meet September 7 to discuss the Commodity Flow Study. 	
16	Spill History Requests	<ul style="list-style-type: none"> The LEPC discussed public information requests and the method to capture the request. The LEPC discussed the possibility of using a standardized form with required information fields. 	<ul style="list-style-type: none"> EMA, on behalf of the LEPC, will check with the County Prosecutor's Office for legal advice.
	Round Table		
17	EMA Update	<ul style="list-style-type: none"> The next meeting for the Hazard Mitigation Plan Update is October 3, 2012, at 7 p.m. at the Engineers Office. This is a public meeting with comments welcomed. EMA is researching the purchase of a different emergency notification system as the current system has not functioned at the level needed. A Scope of Services has been drafted and is under review. Input is welcomed from any interested parties. The Dan Beard Peterloo Festival is coming up in October. There is a Show and Tell segment. Any department or agency that has emergency response vehicles or assets that they would like to display, please contact EMA. EMA has copies of the League of Women Voters' "2012 Elected Officials" flip booklet available. The After Action Report from this spring's tornado is still under development. When it is complete, it will be submitted for review and comment. A preparedness and recovery public workshop will be held September 	<ul style="list-style-type: none"> EMA will connect first responder agencies, who wish to participate in the Peterloo Show and Tell, with the correct contact.

		11, 2012, at the Village of Moscow Community Center, 30 Wells Street, Moscow, Ohio, 45153, from 7 p.m. to 9 p.m. Presentations topics include: Getting the best bang for your buck: Utilizing local, State and Federal assistance funds; Purchasing insurance and negotiating with adjustors; Choosing a contractor; and Preparedness for the future.	
18	Hazmat IQ	<ul style="list-style-type: none"> Keven Clouse reported the HazMat IQ course in Warren County is full; Space is available at other locations. 	
19	Hazmat Conference	<ul style="list-style-type: none"> Brooke Matzen announced The 13th Annual Ohio Hazmat Teams Conference will take place November 2nd and 3rd at Solon Community Center, 35000 Portz Parkway, Solon, Ohio. 	
20	Next Meeting	The next meeting of the LEPC is January 17, 2013 at 1:30 p.m. in the EOC/Training Room.	
21	Adjournment	<p>A motion was made by Pam Broughton and seconded by Bonna Bauer.</p> <p>Move to adjourn the meeting.</p> <p>The motion passed and the meeting was adjourned at 11:23 a.m.</p>	